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Staff Senate

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Minutes Staff Senate Meeting, January 9, 2003

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**Minutes
Staff Senate Meeting
Thursday, January 9, 2003**

- I.** The Staff Senate Meeting was called to order at 9:30 a.m. by Chair, Jewel Lindsey.

Members Present: Kelly Anglen, Amy Bell, Tina Bersi, Renee Clay, Lela Donat, Candy Erbe, Kenley Haley, Rodney Hughes, Susan Huskey, Lioneld Jordan, Jewel Lindsey, Bruce McNully, Christine Parks, Bonnie Powell, Susan Rausch, Crystal Sprueill, Bonnie Swayze, Barbara Taylor, Joe Terry, Eric Vaught, Shelley Wilmoth, Susan Yell, Nancy Young

Members Absent: Sherrolyn Bean, Carla Coker, Linda Dizney, Sophia Estes, David Savage

- II.** A motion was presented, seconded, and approved to adopt the agenda as written.

- III.** A motion was presented, seconded, and approved to adopt the December 12, 2002 minutes as written with the knowledge of 'Members Present' and 'Members Absent' to be inserted.

- IV. Employee of the Quarter Recognition, Christine Parks** – Ms. Parks recognized the Employees of the first Quarter for fiscal year 2003. There were only two honorees for first quarter and they were present to accept their awards. Ms. Parks read a small portion of their nomination letter. Winners of Employee of the Quarter, First Quarter are:

- Group 1 (Professional/Non-faculty) – Robert Story, Food Science
- Group II (Secretarial/Clerical) – Julia Dodge, Law School
- Group III (Technical/Paraprofessional) - none
- Group IV (Skilled Craft/Service/Maintenance) - none

- V. UAPD Captain** – Captain Reid was not present.

- VI. Speaker – Sue Theiss, Director, Student Mediation and Conflict Resolution** – Ms. Theiss introduced herself and explained her new position at the University. Her office began in August 2002. She then passed out brochures. She announced her duties as giving student confidential conflict resolution opportunities. She serves in two ways:

1. Service – listening to be able to gather facts for each student, mediate for parties, and group facilitation. This also includes teaching students to advocate for themselves, mediating between faculty and students, and even between staff and faculty.
2. Education – teaching and discussing anything that needs discussion and encouraging people to see others' point of view.

Ms. Theiss then facilitated an exercise in which each staff senate was to get a partner and convince them to come to their side of the imaginary line.

VII. Committee Reports

a. Standing Committees

1. **Internal Affairs Committee, Lioneld Jordan** – Lioneld Jordan handed out two proposals the committee has been working on. He announced that Dr. Pederson liked the last proposal, but suggested some corrections. Jewel Lindsey will send a copy of the new proposal to Dr. Pederson.

A motion was presented and seconded for support of rewritten proposal. All are in favor, and the motion is passed.

Lioneld Jordan passed out the parking proposal and asks everyone read it over. There was discussion about the proposal. Concerns and questions were raised and a few wording and grammatical changes were suggested. A motion to accept the Parking and Transit proposal with changes was made and seconded.

The letter will be sent to Gary Smith, David Martinson and Don Pederson. An electronic copy of the proposal with changes will be sent to Jewel Lindsey today. No one was opposed to the motion and the motion was passed.

Kenley Haley stated that there was concern there was no official notice of inclement weather on 12-23-02. Bonnie Powell stated that Gina King was the only person that was at work on that day in University Relations. Barbara Taylor stated that University Relations has met to discuss a new inclement weather plan.

Jewel Lindsey announced the new travel revisions effective January 1, 2003 and asked if Staff Senate would like Jane Eaves to come and discuss these changes. The new regulations include:

- Reduced travel advance
- Encouraging travelers to use the University card, which is issued in the travelers' name, but is sponsored by the University.
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Bonnie Swayze asked why there was no notification or input from staff about changes, and Jewel Lindsey announced these changes came from the State office. Bobbie Swayze announced the use of the Procurement card and said it is like a credit card.

Barbara Taylor announced the changes in health coverage. Claritin is now available over the counter. She also stated there has not been a premium increase in three years, so they had to adjust the plan. The plan needed to control the highest expense, which are prescription drugs. Ms. Taylor also stated that for every non-preferred drug there is a preferred drug. If you need to have the non-preferred drug you can appeal and get the preferred price, but you will need a form from your doctor. She suggested that Richard Ray come and speak on the changes.

2. **Legislative Committee, Crystal Sprueill** – Bonnie Swayze reported the committee focused on sick leave payout upon retirement or death. Barbara Taylor asked if it was the \$20/day earned for sick leave. Ms. Swayze was unaware of this possibility and she will inquire more about this option. The committee asked Sue Madison about the possibility of sponsoring a bill to include higher education in sick leave payout. Since the legislative meetings are coming up, the challenge to this is the time. The committee asked Jewel Lindsey to gain support from Dr. Pederson to go to Little Rock for the meetings. Jewel Lindsey said the staff senate will sponsor the committee to go to Little Rock. Barbara Taylor stated that central administration's main issue is the financial cost, which would be around \$2-3 million a year. Crystal Sprueill asked about the number of retirees and Ms. Taylor said there are around 300/year. Barbara Taylor figured the retirement part would cost \$240 million /year and the active annual payout is only \$750,000/year. Susan Raush expressed concern of where this money is coming from. Bonnie Swayze thinks this will stop the abuse of sick leave. Bruce McNully asked for this discussion to continue at next meeting.
3. **Scholarships and Awards, Tina Bersi** – Committee has not met.
4. **Communications, David Savage** – David Savage was not present. Susan Huskey stated the committee still needs information for the newsletter.
5. **Finance, Sherrolyn Bean** - Sherrolyn Bean was not present. Jewel Lindsey handed out expense report.

6. **Election, Susan Rausch** – Committee has met and reported that the committee is on track.
7. **Parking and Transit, Kenley Haley** – Kenley Haley and Gary Smith reported together. Gary Smith reported:
 - Parking will be added in lot 43 & 42 in the green space.
 - Temporary parking will be added on Garland Street.
 - The street in front of Yocum will become a two-way street.
 - The union loading zone will be reconstructed.
 - Kappa Alpha house will become a temporary lot.
 - The white house on Maple will be demolished and made into a parking lot.
 - The Health Center groundbreaking will be on April 24.
 - There will be a two level building in front of the new parking deck.
 - In mid-February the lot 65 will be reduced to 35 parking spaces. Renee Clay asked what the remaining spaces will be designated as.
 - Kenley Haley asked about the new technology center, and Gary Smith said that the planning was there, but the money was not.
8. **Employee of the Quarter, Christine Parks** – Christine Parks announced the deadline for the Second Quarter is February 15. She stated the need for more applicants in Group III and IV. She also announced the possible need to re-look at the categories and make some changes.
9. **Safety, Joe Terry** – Committee did not meet.

b. Ad Hoc Committees

1. **Fringe Benefits, Linda Dizney** - Linda Dizney was not present.
2. **By Laws, Tina Bersi** - Committee has not met.

VII. Old Business

- a. **Salary legislation** – Barbara Taylor stated the proposal went to the legislative committee. The proposal was that below a certain amount of money they would get a flat amount of raise, while the middle range would get a 2.6% raise and the raise percentage would decrease as the salary increased.
- b. **Review of Clerical & Support Salaries, Regionally and NWA only** – Barbara Taylor stated that the labor market rates are only for NWA. The state may not apply the labor market statewide.

IX. Other Business -

- a. **Announcements, Barbara Taylor** – Barbara Taylor announced there is a new life insurance carrier. TIAA-CREF is no longer offering life insurance. She also announced that dental insurance premiums went up.
- b. **Parking and Transit Update, Gary Smith** – Gary Smith reported with Parking and Transit Committee.
- c. **Membership Issues, Jewel Lindsey** - Jewel Lindsey announced she had two letters of resignation. One from Sophia Estes because she is working nights, and from Linda Dizney because she is unable to devote the time. Jewel announced the need to fill these positions. She will meet with Susan Raush to get positions filled. Jewel Lindsey also expressed concern with the participation in the committee meetings. She stated that attendance in the executive

meeting is low. She asked committee members to let Tina know if the time is not good. She also announced that Rodney Hughes has missed two meetings. The first was because he was working at the Administration Building, the second time was because he forgot, and the third time he was hospitalized. Rodney left the room and Kenley Haley motioned that he remain on the staff senate. Christine Parks seconded the motion. All were in favor and Mr. Hughes remains on the Staff Senate.

XI. Adjournment – A motion was presented, seconded, and approved to adjourn the meeting. Meeting adjourned at 11:35.

Respectfully submitted by
Angela Gleghorn